

# Glossary

**acceptable-use policy.** A policy that contains provisions for student use of the Internet and network in a school district and is written as a contract between the parent and student and the school.

**application program.** Computer program that accomplishes a specific task, such as word processing or processing of payroll data.

**assistive technology.** Any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve the functional capabilities of a child with a disability.

**backbone.** A high-speed line or series of connections that forms a major pathway within a network.

**backup.** A system, device, file, or facility that can be used as an alternative in case of a computer malfunction or loss of data.

**bandwidth.** The amount of data that can be sent through a given connection per second.

**camcorder.** A self-contained videotape recording device whose signals can be recorded live through the attached lens or through a standard video or antenna signal.

**CLRN.** The California Learning Resources Network is a statewide education technology service that reviews electronic learning resources for alignment with the state content

standards; provides sample lesson plans to show how to use electronic learning resources; and includes a searchable Web site and links to other statewide education technology services. The Web site is at [www.clrn.org](http://www.clrn.org).

**computer-assisted instruction (CAI).** Software that makes the computer an instructional tool for drill and practice, tutorials, simulations, or educational games.

**compression.** A digital process that reduces the bandwidth or bits necessary to encode information; saves transmission time or capacity.

**courseware.** Software used in the teaching and learning process to instruct students in a particular curriculum area.

**CSIS.** The California School Information Services is a professional association that has three functions:

- (1) Builds capacity of local educational agencies (LEAs) to implement and maintain comparable, effective, and efficient student information systems that will support the daily program needs of LEAs and promote the use of information for educational decision making by school-site, district office, and county office of education staff.
- (2) Enables the accurate and timely exchange of student transcripts between LEAs and to postsecondary institutions.
- (3) Assists LEAs in transmitting state reports electronically to the California Department of Education, thereby reducing the reporting burden of LEA staff.

*Note:* A resource that provides an online glossary of terms and acronyms used in technology may be found at [www.whatis.com](http://www.whatis.com).

**CSLA.** California School Library Association.

**C-SMART.** This statewide education technology service helps districts and schools get the best prices for hardware, software, and other electronic learning resources; works with the Department of General Services on group purchase pricing; and negotiates discount pricing or statewide licenses. The Web site address is [www.c-smart.org](http://www.c-smart.org).

**CTAP.** The California Technology Assistance Project provides regional technology services to school districts through 11 regional offices. The Web site address is <http://www.cde.ca.gov/ctap>.

**CUE.** A professional association called Computer-Using Educators.

**curriculum integration.** The relationship between existing curriculum and technology-based instructional materials; ideally the technology-based resources may be incorporated into the curriculum without requiring drastic changes in the content, teaching methods, or curriculum objectives.

**DCP.** The Digital California Project is a project spearheaded by institutions of higher education to develop a high-speed K-20 network. The Web site address is <http://www.cenic.org>.

**desktop publishing.** The use of computer software to integrate text with charts and pictures and to design, display, and print high-quality documents comparable to typeset print.

**dial-up Internet connection.** A method of allowing a user to dial an Internet service provider by using a computer with a modem and a telephone line to access the Internet.

**digital video.** Motion pictures and sound displayed on a computer's monitor from data stored on the computer's hard drive, a CD-ROM, or on a network file server. The data consist of a sequence of numbers that are stored

on a file; data can be manipulated and displayed by a computer.

**DVD.** A digital video disc is used to store music, films, or software.

**distance learning.** A method of learning in which students at one site use telecommunications to receive instruction delivered from another site.

**display projection panel.** A large screen in front of the classroom displaying the image received from a computer. The image on the panel enlarges the one seen on a computer monitor for whole-class instruction.

**e-mail.** Electronic mail messages sent by one computer to another person's electronic mailbox for later retrieval.

**Ethernet.** A kind of local area network widely used because it can network a wide variety of computers.

**FAX.** Transmission or reception of a facsimile printed page between two locations connected via telecommunications.

**fiber optics.** A cable made of a hollow fiber of glass through which a large amount of data can be transmitted or received.

**firewall.** A combination of hardware and software that separates a LAN into two or more parts for security purposes.

**full-motion video.** A video playing at the rate of 30 frames per second.

**groupware.** License from a software company (site license) allowing a group to use a single copy of a program/application on more than one machine.

**hardware.** A computer or other piece of technological equipment.

**IASA.** Improving America's Schools Act.

**IEP.** Individualized education program; primarily designed for the education of special education students.

**information literacy.** The ability to access, evaluate, and use information from a variety of sources.

**interactive.** Pertaining to an application or system in which an entry elicits a response from the user.

**Internet.** The global “network of networks”; it is the information highway on which users send and receive e-mail, log in to remote computers (Telnet), browse databases of information, and send and receive programs contained on these computers. No organization has control or jurisdiction over it.

**Internet service provider (ISP).** A company that provides other companies or individuals with access to, or a presence on, the Internet.

**LAN.** A local area network is a system for linking terminals, programs, storage, and graphic devices at multiple workstations over relatively small geographic areas.

**laser disc.** Digital storage medium written and read by laser.

**laser printer.** A nonimpact printing device that places images on a rotating drum by using a laser beam.

**LIP.** Local improvement plan.

**listserv.** A topic-oriented, e-mail-based message system in which users subscribe to desired lists to receive and post messages.

**local printing.** Printing to a device that is connected directly to the user’s computer.

**log in/log out.** Procedures for initiating and terminating a session on a networked server.

**menu.** A list of available operations, allowing the user to select the desired operation by using either a mouse or the keyboard.

**modem.** Acronym for MOdulator-DEModulator; a device that modulates and demodulates signals transmitted over communications facilities.

**multimedia.** The use of more than one medium in a program or system; combines multiple forms of media, such as audio, video, graphics, animation, and full-motion video.

**network.** A system typically composed of one or more servers and multiple workstations that links computers together.

**network printer.** A printer compatible with a personal computer that is attached to a network and rendered available for use from any workstation on the network.

**online reference.** Materials that are accessed by electronic means (modem, CD-ROM).

**operating system.** Software that controls the operation of other programs; may provide services such as resource allocation, scheduling, input/output.

**PC.** Personal computer.

**peripheral equipment.** Equipment that can communicate directly with a computer, such as printers, CD-ROMs, and laser disc players.

**platform.** The operating system of a computer system (e.g., DOS, UNIX, Mac).

**prompt.** Message or symbol that appears on the screen, asking for information from the user.

**RAM.** Random access memory is the memory available to the user for program execution.

**router.** A device that selects the most effective travel path in a network and routes information accordingly.

**ROM.** Read-only memory is the operating system memory. A storage device built into the hardware and that cannot be altered by the user.

**scanner.** A device used to translate print media into computer language so that a document can be viewed and later read on the computer screen.

**search engine.** Software that retrieves information on user-specified parameters.

**serial port.** A connector for peripheral devices, such as modems, laser disc players, and VCRs, that sends and receives one bit at a time.

**server.** A computer that provides some service for other computers connected to it via a network. The most common example is a file server that has a local disc and services requests from remote clients to read and write files on that disc.

**server configuration.** The hardware required for or installed in a personal computer used as a network server.

**site license.** See *groupware*.

**software.** The programs used with a computer to perform tasks such as word processing or accounting. The term was coined to contrast with the hardware of a computer system.

**spreadsheet.** A computer program that turns a computer terminal into a huge ledger sheet with large columns and rows of numbers that change according to parameters determined by the user.

**storage.** Device, or part of a device, that can retain data; memory.

**streaming.** A method of transmitting live or stored audio or video over the Internet.

**system operator.** Person or persons assigned to operate and maintain a host computer in the school district.

**teacher workstation.** A desktop or laptop computer and related peripherals, such as a printer, display projection panel, and overhead projector to provide tools for classroom presentations and classroom management.

**technology.** The tools and machines used to perform tasks efficiently. In education, it is the most appropriate equipment and application to support or accomplish teaching and learning. Such equipment includes but is not limited to computers, networked thin-client units, television sets, videos, microscopic cameras, computer-based laboratories, interactive white boards, digital cameras, personal digital assistants (PDAs), and calculators. Technology is one means by which people improve their surroundings.

**telecommunications.** Vast array of electronic systems for communicating information over distances.

**thin client.** A low-cost, centrally managed device without a CD-ROM player, diskette drive, or expansion slots, that functions as a computer when connected to a network. The applications and Internet access provided through the thin client all reside on the network.

**TICAL.** The Technology Information Center for Administrative Leadership is a statewide education technology service that helps school district and site administrators to be effective leaders of “digital schools.” It provides a one-stop, online technology information center with resources and solutions for administrators. The Web site address is [www.portical.org](http://www.portical.org).

**total cost of ownership.** The true cost of hardware purchases, including the cost of infrastructure, software, staff development, and technical support necessary to use the hardware, in addition to the purchase price or lease cost of the hardware.

**URL.** A uniform resource locator is the standardized direction given to a browser to locate a homepage or Web site.

**user ID.** String of keyboard characters that uniquely identifies a user to the computer system and allows him or her access to the network.

**WAN.** A wide area network links computers over a physical distance that is larger than that of a local area network (LAN).

**Web browser.** Programs serving as a graphical interface to the World Wide Web.

**word processing.** The production of typewritten documents through automated and usually computerized typing and text-editing equipment.

**workstation.** Personal computer equipment utilized by an individual.

**www.** The World Wide Web allows users to browse at thousands of sites on the Internet by using a mouse to point and click on key words or graphics.

# Works Cited

*English-Language Arts Content Standards for California Public Schools, Kindergarten Through Grade Twelve.* 1998. Sacramento: California Department of Education.

*History-Social Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve.* 2000. Sacramento: California Department of Education.

*Mathematics Content Standards for California Public Schools, Kindergarten Through Grade Twelve.* 1999. Sacramento: California Department of Education.

*Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve.* 2000. Sacramento: California Department of Education.